

Agenda
City of Charlottesville
Historic Resources Committee
Regular Meeting
July 10, 2026 10:00 AM – 12:00 PM
NDS Conference Room



HRC Members

Julie Basic (Chair), Denny Berry (Vice-Chair), Bill Bergen, Olivia Brown (ACHS),
Hannah Keller (FoC), Lucy Pola, Jonathan Rice, Elizabeth Shillue,
Lloyd Snook (Council), Jen Trompetter, Richard Guy Wilson.
Staff: Jeff Werner & Kate Richardson

1. **Call to order** [10:00]
2. **Approval of the Agenda**
3. **Meeting Minutes** May 8, 2026 [Attached to this agenda.]
4. **Public Comment*** [10:10, 5 minutes]
5. **HRC Membership Changes** [10:15, 5 minutes]
 - Welcome new member: Jonathan Rice
6. **Memorialization Policy** [10:20, 20 minutes]
 - Draft policy – continued review & discussion
7. **Downtown Mall 50th Anniversary 2026** [10:40, 10 minutes]
 - Update – L. Pola & D. Berry
8. **Beloved Cville** [10:50, 5 minutes]
 - Review virtual update provided by E. Shillue
9. **ACHS** [10:55, 5 minutes]
 - Review virtual update provided by O. Brown
10. **Rules of Procedure** [11:00, 10 minutes]
 - Review HRC rules of procedure, revised August, 2017.
11. **Liberty Bell Replica** [11:10, 10 minutes]
 - Check-in from B. Bergen
11. **Neighborhood Walking Tours - BPAC** [11:20, 5 minutes]
 - June - Locust Grove (J. Trompetter – update on walk)
 - July - Lewis Mountain (B. Bergen)
 - September - Martha Jefferson & Little High (volunteer needed)
 - October - Barracks Rd/Rugby (L. Pola)
 - December – Belmont

12. **ACHS-HRC Internship Collaboration** [11:25, 15 minutes]

- Continued discussion: opportunity for join-internship – online system for BPAC walking tour flyers

13. **Staff Updates** [11:40, 20 minutes]

- Court Square Banners
- Other staff information - TBD

16. **Adjourn** [12:00 PM]

Mission Statement

The mission of the Charlottesville Historic Resources Committee is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

The Charlottesville Historic Resources Committee achieves its mission through:

- Education
- Public commemoration (historic plaques, signs, markers, and civic festivals and ceremonies)
- Publications (maps, brochures, tour books, and digital media)
- Public meetings (planning sessions, workshops, and lectures)
- And through other means.

* Regarding public comment(s). The HRC values community participation and input and welcomes public comments at meetings. At the beginning of each meeting, not more than 10 minutes will be allowed for the introduction of any guests and public comments. Speakers may speak for a maximum of two-minutes and shall begin by identifying their name and address. The intent is to allow public input; not initiate a dialogue or debate with the committee. Subsequent to this meeting segment, by majority approval the HRC may amend the agenda to allow further discussion; however, the motion should also establish a time limit for that discussion. Additionally, prior to adjourning--and applying the conditions above--the HRC may allow a period not to exceed five minutes for public comment.

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Meeting Minutes
City of Charlottesville
Historic Resources Committee
Regular Meeting
May 8, 2026 10:00 AM – 12:00 PM
NDS Conference Room



HRC Members (absent)

Julie Basic (Chair), Denny Berry (Vice-Chair), ~~Bill Bergen~~, Olivia Brown (ACHS), Hannah Keller (FoC), Caden Martz, ~~Luey Pola~~, Elizabeth Shillue, ~~Lloyd Snook (Council)~~, Jen Trompetter, ~~Richard Guy Wilson~~
Staff: ~~Jeff Werner~~ & Kate Richardson

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1. **Call to order** [10:00]
 2. **Approval of the Agenda**
 3. **Meeting Minutes** April 10, 2026 [Attached to this agenda.]

Motion to approve: D. Berry, Second: B. Bergen. Vote: 5-0

4. **Public Comment*** [10:10, 5 minutes]

Ms. Genevieve Keller

- Notes that Preservation Piedmont will have 3-5 new participants in their [African American Fellowship Program](#) by May
- Todd Arrington was named the new Executive Director of the [Jamestown Rediscovery Foundation](#)
- Attendance at many non-250th related historic sites is down; please encourage people to visit historic sites
- Preservation Piedmont is doing "technical things" such as HVAC for the interior of the Woolen Mills Chapel including exterior drainage repairs

5. **HRC Membership Changes**

- C. Martz – Thank you for service
- New member recruitment efforts

Reminder: there are two vacant seats; please encourage applications. Seats are filled quarterly. (Jonathan Rice applied last quarter and will join the HRC in June.)

6. **Honorary Naming Policy**

- Draft policy to review – J. Basic

Continued discussion on how to address requests for HRC to support or recommend honorary naming of community individuals:

Chair J. Basic sent the draft policy in an email prior to the meeting

The main points of discussion were:

Reducing, expanding, or eliminating the **length of time a person must be deceased** prior to being nominated

SOLUTION: do not state a time limitation but instead make the time-based criteria dependent on the method of honoring (e.g. permanent plaque vs. temporary banner) wording:
“temporal aspect of memorialization dependent on the method of memorialization” suggestion from O. Brown.

Re-word the "Policy Statement:" last sentence of the 1st paragraph and last paragraph; remove "academic" and replace with terms such as researched, sourced, and cited.

How to let the **public and City departments know that the policy exists** and where to go for assistance (given the HRC will only address internally-nominated people)

The **difference between Commemorating vs. Honoring vs. Memorializing** and how those definitions are applied to our policy creation

Need to add in "and others" to **increase potential honoring methods**

Need to add a **documentation and research statement**

HRC will run draft nominations through test cases wherein HRC volunteers will complete sample forms to work on "debugging" the process

K. Richardson noted the draft policy (with or without the draft nomination form) will go through City legal review prior to a formal acceptance vote by HRC.

7. **Downtown Mall 50th Anniversary 2026** [10:15, 15 minutes]

- Update – L. Pola & D. Berry
- Review design for kiosk signs – J. Trompetter

Jen Trompetter presented the graphics for the kiosk faces during the meeting; after very minor edits she will send directly to Fronrunner Signs for proofs.

O. Brown requested receipt of all physical and virtual data and responses collected during the process to include in the ACHS archives.

All HRC-related DTM 50th responsibilities appear to be on track.

8. **Beloved Cville** [10:30, 5 minutes]

- Review update provided by E. Shillue

Sarah Anne Kelley: Becoming Visible: A free Community Event - Saturday, June 6 from 2 pm - 3:30 pm in the Swanson Room at Central Library

Please join Beloved Community Cville to celebrate Sarah Ann Kelley's life and legacy! BCC will be unveiling a bust of Sarah Kelley...and giving a sneak peak of Field Studio's documentary film about her life's work. [See attached flyer]

9. **ACHS** [10:40, 5 minutes]

- Review update provided by O. Brown

Upcoming Events

- **Thursday, May 14 at 6pm at The Center at Belvedere, Learning Center A (Room 206)** - Next Historic Preservation Lecture will feature speakers from Beloved Community Cville/Tours in a talk titled "Shining Light on Charlottesville's Hidden History" - Tickets can be reserved [HERE](#)
- **Thursday, May 21 at The Center at Belvedere, Auditorium** - VA250 Program Series - Women and the Fight for Inclusion: A Local to National Look (featuring a panel of speakers including Congresswoman Jennifer McClellan) - Tickets can be reserved [HERE](#)

Walking Tours

- Continuing every Saturday for our three regular walking tours - 10am, 11:30am, 1pm
- Tour Information can be found [HERE](#)

Then & Now Exhibition at Vault Virginia

- Exhibition related to Charlottesville in the 1970s - the construction of the Downtown Mall, civic leadership, and social activism.
- Open Monday-Friday, 9am-5pm, at Vault Virginia (300 E Main Street in the Bradbury/Peoples' National Bank building)
- **Friday, May 15 at 12pm in the exhibition** - Special gallery tour led by Olivia to talk about the creation of the exhibit, the history, and a behind-the-scenes look at its creation - More information [HERE](#)

10. **Liberty Bell Replica** [11:15, 10 minutes]

- Check-in on communication with Fire Department

Bill Bergen's Liberty Bell report will go into the BAR application for the 5th Street Fire Station front entrance re-design

[LINK to the 5th Street Fire Station ADA Entrance Re-design plans](#)

11. **Neighborhood Walking Tours - BPAC** [11:40, 5 minutes]

- May – Rose Hill
- June - Locust Grove (J. Trompetter)
- July - Lewis Mountain (B. Bergen)
- September - Martha Jefferson & Little High (volunteer needed)
- October - Barracks Rd/Rugby (L. Pola)
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12. **ACHS-HRC Internship Collaboration** [11:45, 15 minutes]

- Opportunity for join-internship – online system for BPAC walking tour flyers

J. Basic and O. Brown met to discuss how to coordinate a joint intern project

Interns would come from the UVA [Institute for Public History](#) or [Internship Placement Program](#)

The current idea is to have an intern translate the existing BPAC Walking Tour historic flyers into an interactive database such as [ArcGIS StoryMaps](#)

Public history interns work through the summer while IPP internships are year-round

J. Basic agreed to develop the project design for the Walking Tour Flyer translation, so the HRC is ready to apply when the internship applications open.

13. **Staff Updates**

- ~~Court Square Banners~~
- Archival project update and visit from UVA special collections
- Other staff information - TBD

Scholars at Uva have contacted staff regarding interest in the City's Vinegar Hill archival collection-book on the topic is under development.

- There was a question about who should house this collection, O. Brown stated that The Jefferson School should be given the first opportunity to receive the collections; ACHS would gladly take them if JSAAHC declines.
- If JSAAHC chooses to house the collection, the City might consider first digitizing the materials and then executing an agreement that allows City staff and non-City researchers to access the collections and use the items (e.g. photographs, maps, writings) as a co-owner (i.e. no copyright or usage permissions required)

K. Richardson noted that the annual HRC update to City Council is approaching and will keep Julie informed about dates.

16. **Adjourn** [12:00 PM]

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